

TOWN OF BUCKEYE  
BUDGET WORKSHOP

JUNE 8, 2004

**Call to Order/Roll Call**

Mayor Hull called the budget workshop to order at 6:06 p.m.

Members Present: Mayor Hull, Vice Mayor Urwiller, Councilman Meck, Councilman Beard, Councilwoman May, and Councilman Gaza. Councilman Doster arrived at 6:30 p.m.

Staff Present: Carroll Reynolds, Linda Garrison, Mary Saiz, Larry Harmer, and Alicia Griffin.

**Review of FY 2004-2005 Budget**

The Administration, Finance, and Social Services budget were presented for further review. The original presentation was at the June 3, 2004 budget workshop. Council requested this workshop to review certain items in detail.

Finance - The Finance Director requested two positions for FY 2004/2005; senior accountant and grant accountant. Councilman Meck questioned the need for the Grant Specialist position in the FY 2004/2005 budget and the salary amount for a full year. Also questioned was the Senior Accountant position at \$44,000.

Council voices concern as to where the new employees would be housed as the current facility is at capacity. Mr. Reynolds reported that a space utilization review needed to be completed on the possible move of Finance to the current Police Department.


It was suggested that possibly a consultant could be hired to act as grants specialist and work under the Finance Director. The Finance Director reported that usually a consultant would only write grants and would not monitor them. Council requested staff check with the Cities of Avondale and Goodyear if they have a grant auditor. Councilman Beard questioned when a purchasing agent would be hired for the Town. Council questioned the Accountant I CFD position as to if anyone is now doing the work.

Social Services - Councilman Meck questioned the breakdown of CAP, Area Agency on Agency and Town money. What percentage of clients are Town versus County residents. Me. Griffin stated the breakdown was approximately 80/20. Councilman Beard questioned the need for additional employees, which were as follows: ½ year Activity Assistant, half time meal delivery aide, half time social services special data entry, an upgrade in salary and an upgrade in salary and full time maintenance position.

**Administration** - The Town Clerk and Interim Town Manager reviewed the position requested in the FY 2004/2005 budget which consists of Assistant Town Clerk, Administration Assistant, Human Resource Director, and Deputy Town Clerk. Council questioned the need for four positions in the FY 2004/2005 budget. Carroll Reynolds presented the needs for a Human Resource Director in order to protect the Town on hiring practices and labor laws. The need for a Deputy Town Clerk and Administrative Assistant were presented; Council indicated that one position could maintain both positions for the fiscal year.


**Adjournment**

There being no further business to come before the Council, moved by Councilman Meck, seconded by Councilwoman May to adjourn (8:37 p.m.). The motion passed unanimously.

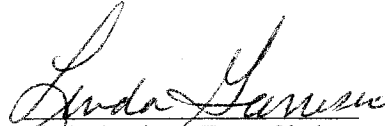
  
Dustin Hull, Mayor

Council Budget Workshop  
June 8, 2004  
Page 2

ATTEST:

  
Linda Garrison, Town Clerk

I hereby certify that the foregoing minutes are a true and correct copy of the Council budget workshop held on the 8<sup>th</sup> day of June 2004. I further certify that the meeting was duly called and that a quorum was present.

  
Linda Garrison, Town Clerk